



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Chris Steele • Vice-President – Bill Pease • Director – Kevin Graves • Director – Robert Leete • Director – Mark Simon

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday March 4, 2015
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call business meeting to order 7:00 p.m. by Vice-President Pease
Pledge of Allegiance – lead by Director Leete
Roll Call – All present with the exception of President Steele

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None

C. AREA AGENCIES REPORTS / PRESENTATION

1. Sheriff's Office Report

Crime Prevention Specialist Fontenot – Provided the law enforcement report for the month of February. There was discussion between the Crime Prevention Specialist Fontenot and the Board.

2. CHP Report – No Report

3. East Contra Costa Fire Protection District Report

Chief Henderson – Provided an East Contra Costa Fire Protection District update. There was discussion between Chief Henderson and the Board.

4. Supervisor Mary Piepho, District III Report - No Report

D. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report – No Report

2. County Planning Commission Report – No Report

3. Code Enforcement Report – Director Leete provided the report.

4. Special Districts Report - No Report**

**These meetings are held Quarterly

E. PRESENTATIONS

1. Capital Improvement Program Update

District Engineer Harris – Provided details of item E-1. There was discussion between the General Manager, the Board and the District Engineer.

F. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approval of DRAFT minutes of regular meeting dated February 18, 2015

2. Approve Register of District Invoices

3. Approve and Record the Notice of Completion for the Swimming Pool Rehabilitation and Resurfacing Project and authorize release of the Retention – General Manager Howard made a comment about the final project cost and corrected the cost to the Board.

Motion by: Director Simon to approve the Consent Calendar.

Second by: Director Graves

Vote: Motioned Carried – AYES: 4, NOES: 0, ABSENT: 1 – President Steele

G. BUSINESS AND ACTION ITEMS

1. 2015 Parks and Recreation Event Calendar

Recreation Programs Coordinator, Dan Meewis provided the details of G-1. There was discussion between the Recreation Programs Coordinator and the Board.

There were three public speakers.

Motion by: Director Graves to approve the Parks and Recreation Event Calendar for 2015 with the Lions Club being lead organization on the Rocktoberfest event.

Second by: Director Leete

Vote: Motioned Carried – AYES: 4, NOES: 0, ABSENT: 1 – President Steele

2. Agency Comment Request - LP15-2007 -Temporary Events Held at the Discovery Bay Yacht Harbor

General Manager Howard provided the details of item G-2. There was discussion between the General Manager and the Board.

Motion by: Director Graves to approve the Agency Comment Request - LP15-2007 -Temporary Events Held at the Discovery Bay Yacht Harbor with no negative comment.

Second by: Director Simon

Vote: Motion Carried – AYES: 4, NOES: 0, ABSENT: 1 – President Steele

3. Approve and Adopt Resolution No. 2015-04 Establishing a Revolving Fund Pursuant to Government Code §53952

General Manager Howard provided the details of item G-3. There was discussion between the General Manager and the Board.

Motion by: Director Leete to rescind Resolution No. 2012-29 and Adopt Resolution No. 2015-04 appointing ECC Bank, a Division of Bank of Agriculture and Commerce Bank, as an alternative depository for certain district funds and establish a revolving fund pursuant to Government Code Section §53952.

Second by: Director Graves

Vote: Motion Carried – AYES: 4, NOES: 0, ABSENT: 1 – President Steele

H. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)

General Manager Howard provided details about the PG&E Street Light Conversion to L.E.D. Program. There was discussion between the General Manager and the Board.

I. PRESIDENT REPORT AND DIRECTORS' COMMENTS

None

J. MANAGER'S REPORT – Discussion and Possible Action

None

K. GENERAL MANAGER'S REPORT – Discussion and Possible Action

General Manager Howard – Provided an update of the Urban Water Management Plan. There was discussion between the General Manager and the Board.

L. DISTRICT LEGAL COUNSEL REPORT

None

M. SUB-COMMITTEE UPDATES – Discussion and Possible Action

1. **Finance** – No Report
2. **Communications** – No Report
3. **Parks and Recreation** – No Report
4. **Water and Wastewater** – No Report
5. **Waterways** – No Report

N. CORRESPONDENCE – Discussion and Possible Action

None

O. PUBLIC RECORD REQUESTS RECEIVED

None

P. FUTURE AGENDA ITEMS

Director Simon asked staff to bring information, as a Business and Action Item, regarding the employee benefits package for discussion and possible action at the March 18, 2015 regular meeting.

Q. ADJOURNMENT

The meeting was adjourned in the memory of Janet Magdiel, mother of President Chris Steele, at 8:08 p.m. to the next regular meeting dated March 18, 2015 starting at 7:00 p.m. on 1800 Willow Lake Road.